

DEPARTMENT OF SOCIAL SERVICES

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May 26, 1981

ALL-COUNTY INFORMATION NOTICE I-62-81

TO: ALL COUNTY WELFARE DIRECTORS
FISCAL OFFICERS

SUBJECT: SUPPLEMENTAL TIME STUDY DFA 848 INSTRUCTIONS

REFERENCE:

All-County Letter No. 81-18, dated February 25, 1981, notified counties of the need to utilize the Supplemental Time Study DFA 848 to determine the "attributable costs" of the AFDC-FC Program for California's Foster Care base.

This is to remind counties that this time study is also to be used during the month of June, 1981 and to stress the importance of this time study effort. Because this process will likely be the basis for all future closed-end appropriations for the Foster Care Program it is very important that it be done as accurately as possible and closely monitored by county staff.

During our training and monitoring efforts, numerous problems and questions have been brought to our attention. The following discussion should provide clarification for certain issues raised by the counties and assist CWD staff in distinguishing between those activities which have been defined as attributable and nonattributable.

ATTRIBUTABLE

Time spent on the following foster care activities should be charged to the appropriate line in the "A" section of the time study.

1. Time spent pursuing federal eligibility is attributable until the child is determined to be federally ineligible. Unlike the Foster Care Program-Title IV-A, on the DFA 47, Line Q, "attributable" activities do not stop at the time of adjudication.

2. If a child is placed in a county operated facility while federal eligibility is being pursued, the foster care and eligibility time is considered attributable until the child is determined to be federally ineligible.
3. Foster care activities related to refugee cases are attributable unless the child entered the country as an unaccompanied minor.
4. If a federal foster care case is assigned to an Adoptions worker, the activities related to the supervision of the FC case are attributable. Those activities related to adoption are nonattributable.

The following are also considered attributable activities:

5. Foster Care time spent on behalf of a child placed out-of-state unless the child is known to be federally ineligible.
6. Foster Care time spent by eligibility workers on "601 and 602" FC cases unless the child is known to be federally ineligible.
7. Time spent on home visits, taking Title XX services applications, "arranging" for direct services and other aspects of case supervision on federal FC cases.
8. Time spent answering general questions regarding foster care parenting, licensing and foster parent training.
9. Time spent on FC activities related to Miller v. Youakim cases including time spent informing the caretaker relative of their options and developing the grant amount for FC.

NONATTRIBUTABLE

Time spent by CWD staff who are not engaged in foster care activities or time spent by CWD staff on foster care cases after the case has been determined to be federally ineligible should be charged to Line B, Nonattributable.

Examples of Nonattributable activities are:

1. Activities related to the licensing of adult and child day care facilities.
2. Voluntary placement activities.
3. Time spent providing any direct services to children, parents, or foster parents which provide counseling or treatment to ameliorate or remedy personal problems, behaviors, or home conditions.

We would again like to emphasize the importance of this time study. State staff will be monitoring the process during the month. Should any questions arise, please contact your Fiscal Consultant at (916) 323-0270.

Sincerely

Bryan A. Smith

for
CLAUDE E. FINN
Deputy Director
Administration

cc: CWDA